

LEGAL

Staff: Director of Legal Division (Special Deputy Attorney General), Assistant Director, Chief Deputy Legal Counsel, Deputy Legal Counsel, Associate Legal Counsel, Financial Fraud Investigators, Consumer Protection Officers, Information Officers, and Support Staff.

Function:

- 1. Conduct inquiries and coordinate investigations of consumer complaints against real estate brokers and time share projects.
- 2. Prosecute charges against licensees at hearings before the Real Estate Commission.
- 3. Provide legal counsel to the Real Estate Commission.
- 4. Coordinate rulemaking process.
- 5. Register time share projects and regulate time share sales.
- 6. Provide information to licensees and consumers concerning the Real Estate License Law and Commission rules.

AUDITS AND INVESTIGATIONS

Staff: Director of Audits and Investigations, Auditors/Investigators, and Support Staff.

Function:

- 1. Investigate complaints against real estate brokers and time share projects.
- 2. Examine trust accounts of real estate firms and time share projects.
- 3. Teach trust account courses.

WEB SITE

The Commission maintains a Web site both as a communications center for licensees and as a source of information for the general public at *www.ncrec.gov*. The site includes information for consumers, licensees and applicants:

- **Home:** read topics of current interest, the Commission office address and phone number, a map of the office location and the Commission meeting calendar.
- **About Us:** learn facts about the Commission, its members and the work it does.
- **Licensee Links:** renew licenses online, update records, view broker-in-charge information, review education credits and class schedules, register for courses, order publications, and print out various forms.
- **Applicant Links:** apply online for a license (NC residents only), read or print out Real Estate Licensing in North Carolina including

- exam scheduling, study guide and other topics of interest to individuals considering becoming a licensed broker.
- **Consumers:** read, print out and order Commission publications and search topics of interest from the newsletter (the *Bulletin*), check a broker’s license status, learn the process for making a complaint about a broker and obtain a complaint form.
 - **Rules/Laws:** reference NC Real Estate License Law, Commission rules, the Fair Housing Act and Trust Account Guidelines.
 - **Schools:** find information about fulfilling continuing education and postlicensing requirements.

INFORMATION DIRECTORY • 919/875-3700

You will receive more immediate service if you use this directory when calling the Commission. If the automated telephone attendant answers your call, you may access the section or division shown in the “Access Code” column by entering the number shown parenthetically ().

<i>Subject</i>	<i>Access Codes</i>
• Application form requests	Receptionist (0)
• Real estate license status, renewals, continuing and postlicensing education and record changes	Information Services (2)
• Complaints and legal matters* (Consumer complaints/inquiries, pending cases/hearings)	Legal Division (3)
• Other education matters	(4)
• Obtain a real estate license (individual or firm)	Licensing Section (5)
• Complaint investigations and audits.....	Audits and Investigations Division (6)
• Administration, personnel matters and accounting.....	Administration Division (8)
• Other matters.....	Receptionist (0)

Internet Addresses – Divisions/Sections

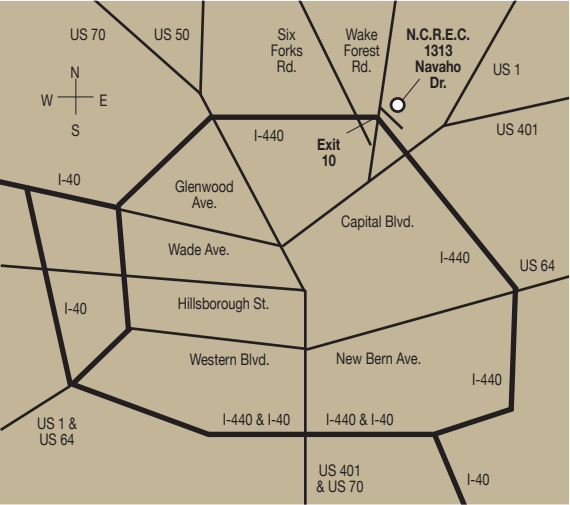
- Executive..... exec@ncrec.gov
- Administration..... admin@ncrec.gov
- Education & Licensing..... educ@ncrec.gov
- Audits & Investigations..... ai@ncrec.gov
- Legal Division..... legal@ncrec.gov
- Information Services..... records@ncrec.gov
- Web site..... www.ncrec.gov

* The Real Estate Commission is not authorized to give legal advice or answer questions on legal subjects other than the North Carolina Real Estate License Law or rules promulgated by the Real Estate Commission.

NORTH CAROLINA
REAL ESTATE COMMISSION

P.O. Box 17100 • Raleigh, North Carolina 27619-7100
Phone 919/875-3700 • Web site: www.ncrec.gov

Directions to North Carolina Real Estate Commission Office



This pamphlet has been prepared and is distributed without charge to real estate licensees, consumers and interested persons for the purpose of promoting a better understanding of the functions, programs and organization of the North Carolina Real Estate Commission.

5,000 copies of this public document were printed at a cost of \$.000 per copy.

THE
NORTH
CAROLINA
REAL ESTATE
COMMISSION

